



PERM Labor Certification Program Updates

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**Office of Foreign Labor Certification
Atlanta National Processing Center
Employment and Training Administration
United States Department of Labor**

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Section I

PERM Online System Updates

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- ✓ External Users can now upload attachments to their Help Desk inquiry in the PERM Online System.
 - ✓ If applicable, attachments will be included in the Department of Labor(DOL) response to inquiries submitted via the PERM Online System.
- ✓ Filers who are subject to Supervised Recruitment will begin to receive notifications from the system.
 - ✓ Users are strongly encouraged to upload responses.
 - ✓ Users can still respond to SR.Processing@dol.gov email.
- ✓ Filers can now modify the contact information for the employer and the attorney/agent on the 9089 in the PERM Online system under my applications.

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Future PERM Online System Enhancement Considerations:

- ✓ Updates to the drop-down questions for the Help Desk Inquiry function.
- ✓ External users may have access to notification letters in the PERM Online System.
- ✓ External users may have expanded view of cases “In Process” status, to include Audit Review, Sponsorship, Final Review, Supervised Recruitment and Appeals.
- ✓ Purging records based on the DOL five-year retention policy, including incomplete applications.

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Known Issues:

- ✓ Delays in Sponsorship email for college/university teachers (656.18) cases.
 - ✓ Currently a 24 hour delay.

Case Processing:

- ✓ Working to reduce the overall queue in Quarter 3 and 4 of Fiscal Year 2019.
- ✓ Applications audited for layoffs will contain new language consistent with the layoff Frequently Asked Question posted in 2014.



Section II

Audit Review Reminders

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Audit Review Reminders



- ✓ When responding to an Audit Notification or Request for Information (RFI), make sure to upload your response in the PERM Online System.
 - ✓ Respond to all the questions.
- ✓ Do not “reply” to emails from PLC.Help@dol.gov.
 - ✓ PLC.Help@dol.gov is the technical help desk.
- ✓ Sending your audit response or response to the RFI to PLC.Help@dol.gov will delay the processing of your case or it may result in a denial for failure to respond.
- ✓ Make sure newspaper ads are legible in order to avoid delays in processing.

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Audit Review Reminders



- ✓ Ask for extensions in a timely manner; prior to the response deadline.
- ✓ When asking for an extension, indicate the reason for the extension and a proposed due date.
- ✓ If the audit/RFI letter asks for information that is not applicable, respond to the audit/RFI and state why it is not applicable in the cover letter.

Audit Review is seeing a rising trend in applications that are not compliant with regard to the Notice of Filing and the requirements under 20 CFR § 656.10 and 656.17(f).

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Section III

Appeals Reminders

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Appeals Reminders



- ✓ Submit Appeal requests via the upload function in the PERM Online System.
- ✓ Appeals requests are processed based on the date the appeal was received.
- ✓ Please check the PERM Online System to verify the status (Certified/Denied/Withdrawn/Appeal) of your application.
 - ✓ If the application is in denied status and you have not received a denial letter within two weeks, please send a Help Desk Inquiry via the PERM Online System.
- ✓ Appeal requests must be submitted no later than 30 days from the date on the denial letter.

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Appeals Reminders



- ✓ Do not “reply” to PLC.Help@dol.gov.
 - ✓ This email address is for technical issues only.
- ✓ When filing an application via mail, please make sure to indicate the date(s) in the mm/dd/yyyy format as per the instructions.
- ✓ Notice of Decision (NOD) is the final decision of the Certifying Officer.
 - ✓ You must respond to the NOD within 30 days or your case will be administratively withdrawn from Appeal status.
 - ✓ A withdrawn Appeal will show the status as “Denied”.
- ✓ Your response to the NOD must clearly state if you want the application to continue to the Board of Alien Labor Certification Appeals (BALCA).

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Appeals Reminders



- ✓ Please respond promptly to all RFIs.
- ✓ Untimely responses or failure to respond may result in an adverse decision.
- ✓ You must withdraw your Appeal prior to filing a new application that addresses the original application's denial issues.
 - ✓ The new application will not have the original application's priority date.
- ✓ If a BALCA decision has been issued for your application that is in Appeals status, please submit a Help Desk Inquiry with the attached BALCA decision in the PERM Online System.

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